AR - Accounts Receivable Menu

BRIEF ACCOUNT PROFILE

This option displays all *outstanding* bills and payments for a given account. Outstanding bills include bills with a status of *Open, Active,* or *Refund Review.* The profile groups bills by their status and includes a total balance of all bills with that status. The option also allows you to view a bill and any of its associated transactions.

This profile is helpful when quickly searching a patient's account for bills and viewing transactions. After viewing the profile, the system will prompt for a transaction that appears on the profile. Simply enter the number of the transaction and view a descriptive profile for that transaction.

Payments that appear in the profile indicate that they are applied to the account but haven't been posted against a bill. Once their respective receipt is approved, those payments will be applied to outstanding bills or a prepayment bill.

Bills that have been referred to Cross-Servicing will display an "x" symbol to the left of the station number (within the bill number) to indicate any bills that have been referred to Cross-Servicing. A "y" indicator will permanently display on the bill number for healthcare debts that are referred to debt collection once the debt is returned from collection.

This option also displays detailed comments of events/transactions on healthcare debts referred for debt collection.

```
===============    A c c o u n t    P r o f i l e    ==================
ARpatient,one      (000-11-1111)                   Statement Day: 8
101 TEST ROAD                              Last Statement: N/A
ORLANDO, FL  43434                             Amount Owed: 2.00
Phone #: N/A                               RX Copay Exempt: YES

#   Bill #       Est        Type     Paid     Prin     Int     Adm    Balance
----------------------------- PAYMENTS (-10.00) --------------------------
*   PLASTIC01-1            PAYMENT -10.00    0.00     0.00    0.00   -10.00
------------------------------- OPEN (12.00) ----------------------------
1   000-K401881  10/22/93   RX CO-P  38.00   12.00    0.00    0.00    12.00

Select 1-1: 1
=================   A c c o u n t    P r o f i l e    ====================
ARpatient,one      (000-11-1111)                   Statement Day: 8
101 TEST ROAD                              Last Statement: N/A
ORLANDO, FL  43434                             Amount Owed: 2.00
Phone #: N/A                               RX Copay Exempt: YES
```

```
Bill #: 000-K401881

#       Tr #      Type                                    Date          Amount
-------------------------------------------------------------------------------
                  Original Amount                         10/22/93        0.00
1       1202      INCREASE ADJUSTMENT                     10/22/93       50.00
2       1205      PAYMENT (IN PART)                       10/22/93       15.00
3       1206      PAYMENT (IN PART)                       10/22/93       20.00
4       1207      PAYMENT (IN PART)                       10/22/93        3.00
                                                                        ------
                                                                      $ 12.00

Select 1-4 or 'P' to Print:
```

DEPOSIT MANAGEMENT MENU

The options within the Deposit Management sub-menu under the Accounts Receivable main menu are identical to those found in the Deposit Management sub-menu of the Agent Cashier's menu with the exception of the following additions.

Deposit management Menu
Create Deposit Ticket
Deposit Money to Bank
Confirm Deposit from Bank
Summary Listing of Deposits
Edit a Deposit Ticket
Process Deposit
Receipt List for Deposit
View a Deposit
Void a Deposit

CONFIRM DEPOSIT FROM BANK

This option allows the user to select and summarily enter a confirmation that a deposit ticket number has been deposited to the bank. (The ticket must have been deposited first!) If there are no receipts associated with a ticket, the user will be informed with a message before it can be confirmed. The confirmation data consists of entering the Bank Deposit Date (the date the bank actually recorded the deposit- not the date the deposit was presented to the bank) and the Bank Trace Number. The Bank Trace number, unlike the Bank Deposit Date, is not required for confirmation to occur. Upon entering the confirmation information, the user is prompted to accept the data. If a mistake has been made while entering the data, the user answers NO to the prompt and will be able to edit the information. When confirmation has taken place, the deposit ticket is marked processed and the appropriate document is sent to FMS.

```
Select Deposit Management Option: CONfirm Deposit from Bank
Select TICKET NUMBER to CONFIRM: 312321//   08-14-94     ONE,TEST
$50.00     DEPOSITED

BANK DEPOSIT DATE: T  (AUG 17, 1994)

BANK TRACE NUMBER: 43256

                            DEPOSIT TICKET
```

```
Ticket #: 312321                                     AUG 17,1994  13:55
==============================================================================

              Opened By: ONE,TEST              JUN 14,1994  13:18
            Deposited By: TWO,TEST             AUG 16,1994  09:55
            Confirmed By:

        Agency Title: SITE (DEPOSIT)       Bank Name: MELLON BANK (CENTRAL)
     Status of Ticket: DEPOSITED       Agency Loc. Code: 1090000-1
    Bank Trace Number: 43256           Presented to Bank: AUG 16,1994
   Number of Receipts: 4               Bank Deposit Date: AUG 17,1994

       Deposit Amount: $50.00

------------------------------------------------------------------------------
Comment:
TEST

Is this OK? YES//

                  ... Deposit confirmation accepted
                  ... Deposit marked as processed
```

PROCESS DEPOSIT

This option allows the user to "manually" mark a deposit ticket for transmitting to FMS. The deposit ticket must be in either processed or confirmed status to be marked. A deposit ticket with no receipts associated with it can be marked but will not be transmitted. This option should be used only if the confirmation processed erred or was aborted.

```
Select AR MASTER MENU Option:  AR - Accounts Receivable Menu
Select AR - Accounts Receivable Menu Option:  Deposit Management
Select Deposit Management Option: Process Deposit
Select TICKET NUMBER to PROCESS: 12345  05-20-94     ONE,TEST
     $10012.10     CONFIRMED

                           DEPOSIT TICKET

Ticket #: 12345                                      AUG 17,1994  14:20
==============================================================================

              Opened By: ONE,TEST          MAY 20,1994  13:56
            Deposited By: TWO,TEST          MAY 20,1994  14:03
            Confirmed By: THREE,TEST        JUN 14,1994  13:32

        Agency Title:                     Bank Name: MELLON BANK (CENTRAL)
     Status of Ticket: CONFIRMED      Agency Loc. Code: 1090000-1
    Bank Trace Number: 000-4949       Presented to Bank: MAY 20,1994
   Number of Receipts: 2              Bank Deposit Date: MAY 27,1994

       Deposit Amount: $10012.10

------------------------------------------------------------------------------
Comment:

Are you sure you want to post to FMS? NO// YES
 ... Deposit queued for transmission to FMS
```
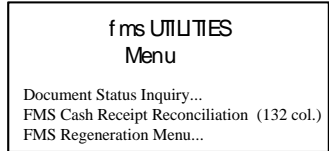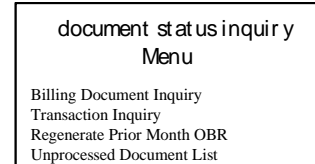
FMS UTILITIES MENU

The FMS Utilities Menu contains the options which are necessary to manage data being sent to the Financial Management System in Austin.

```
fms UTILITIES
Menu

Document Status Inquiry...
FMS Cash Receipt Reconciliation  (132 col.)
FMS Regeneration Menu...
```

DOCUMENT STATUS INQUIRY

This sub-menu allows the user to check the status of FMS documents

```
document status inquiry
Menu

Billing Document Inquiry
Transaction Inquiry
Regenerate Prior Month OBR
Unprocessed Document List
```

BILLING DOCUMENT INQUIRY

This option is used to view the status of a detail bill that had been sent to FMS. The status's include sent, not sent, rejected, and accepted.

```
Select Document Status Inquiry Option:  Bill Inquiry
Select A/R BILL: 000-4K0005B    VENDOR    04-29-94    SAM'S SUPPLY STORE
   ACTIVE  $100.00

                  A/R Document Status Inquiry
Bill Number: 000-4K0005B    Amount: 50.00      Debtor: SAM'S SUPPLY STORE
Last Update: JUL 26,1994  15:55               STATUS: SENT
```

TRANSACTION INQUIRY

This option enables a user to display the FMS status for a user-specified AR transaction. Such information would be useful in determining the cause of inconsistencies that may exist in the OBR report.

REGENERATE PRIOR MONTH OBR

This option regenerates the previous month's outstanding bill reconciliation report and sends it to the local FMS mail group. The OBR prints routinely at the end of each month and lists all open receivable sent to FMS. This option is the "manual" queue in the event that the OBR doesn't run automatically. Should a discrepancy occur between FMS and AR, it would be listed on the OBR as an error. Some typical errors would include balance discrepancies between FMS and AR, or transactions being listed in FMS and not AR (or vice- versa).

After answering YES to the prompt which asks if the user wishes to regenerate the prior month's OBR, the user is

returned to the Document Status Inquiry menu. The OBR will appear in the user's local mailman.

UNPROCESSED DOCUMENT LIST

This option will print a list of FMS documents that have an FMS status other than accepted. This report will show documents that are three or more days old. FMS status's include: Accepted- document was accepted at FMS, Sent- document was passed from AR to the Generic Code Sheet package and are awaiting transmission to FMS, Not Sent- document is being processed by AR, Rejected- document has been sent to FMS and was rejected due to an error.

```
Select Document Status Inquiry Option:  Unprocessed Document List
  START WITH DOCUMENT DATE: FIRST// 8-1
  GO TO DOCUMENT DATE: LAST// 8-10
DEVICE:   VIRTUAL    RIGHT MARGIN: 80//
FMS UNPROCESSED DOCUMENT LIST                 AUG 31,1994  15:30    PAGE 1
Type of Document          FMS Doc. #           Doc. Dt.  Status    AR Bill #
-----------------------------------------------------------------------------

BILLING-DOCUMENT ESTABL   BD000K400095         08/17/94  NOT-SENT  000-K400095
BILLING-DOCUMENT ESTABL   BD000K400058         08/18/94  NOT-SENT  000-K400058
BILLING-DOCUMENT ESTABL   000K400055           08/01/94  SENT      000-K400055
CASH-RECEIPT DETAIL       000K4A0253           08/09/94  SENT      000-K400022
CASH-RECEIPT SUMMARY      000K4A0254           08/09/94  SENT      000-K400023
CASH-RECEIPT SUMMARY      000K4A0255           08/09/94  SENT      000-4K00069
```

FMS CASH RECEIPT RECONCILIATION (132 COL.)

This report allows the user to view Cash Receipt documents from a specified ticket number or range of numbers and dates. The receipts are categorized by appropriation. Each appropriation is totaled with a grand total of all receipts shown at the end.

```
Select FMS Utilities Menu Option: FMS DOCument Comparison Report (132 col.)
START WITH DEPOSIT TICKET: FIRST//
  START WITH DATE LAST UPDATE: : FIRST//
DEVICE:   VIRTUAL    RIGHT MARGIN: 80//

AR FMS DOCUMENT LIST                          NOV 14,1994  11:55    PAGE 1
RECEIPT #   FMS DOCUMENT NUMBER    FUND      AMOUNT
  AR BILL NUMBER
-----------------------------------------------------------------------------
      DEPOSIT TICKET:  387435
           DATE LAST UPDATE:  OCT 13, 1994
                 STATUS:  ACCEPTED
11446119     CR-000K5A0158        1435         0.09
11446120     CR-000K5A0162        1435         0.66
11446121     CR-000K5A0166        1435         2.14
                                           ----------
SUBTOTAL                                      2.89

11446121     CR-000K5A0165        2431        37.37
```

```
                                        -----------
        SUBTOTAL                              37.37

        11446119     CR-000K5A0159     3220      1.80
        11446120     CR-000K5A0163     3220      4.20
        11446121     CR-000K5A0167     3220      6.45
                                        -----------
        SUBTOTAL                              12.45

               DATE LAST UPDATE: OCT 25, 1994
                     STATUS:  ACCEPTED

        11446118     CR-000K5A0286     5014     42.00
        11446118     CR-000K5A0287     5014     22.00
        11446119     CR-000K5A0288     5014    351.54
        11446119     CR-000K5A0289     5014      4.00
                                        -----------
        SUBTOTAL                             419.54
                                        -----------
        TOTAL                                472.16
```

FMS REGENERATION MENU

This sub-menu of the FMS utilities contains the options that allow the regeneration and subsequent re-transmission of the various FMS document types to Austin.

```
┌─────────────────────────────────────────┐
│            f ms r egener at ion          │
│                  Menu                    │
│                                          │
│   Billing Document Regeneration          │
│   Edit FMS Accounting Elements           │
│   Modified Billing Document Regeneration │
│   National Data Base Document Regeneration│
│   Overpayment (OP) Document Regeneration │
│   Regenerate FMS Cash Receipt Document   │
│   Remove invalid SUB BOC                 │
│   Write-Off Document Regeneration        │
└─────────────────────────────────────────┘
```

BILLING DOCUMENT REGENERATION

This option regenerates and re-transmits a billing document that has been rejected in FMS and subsequently corrected by the user. The initial prompt requires a *bill number*. (See reject list from FMS that is sent daily to your site.)

```
Select FMS Regeneration Menu Option: BILLing Document Regeneration
Select BILL NUMBER: 000-K400084    VENDOR    06-16-94    SAM'S SUPPLY STORE
ACTIVE  $110.00
This will RESEND the selected Billing Document to FMS.
Are you sure? NO// YES

Building FMS Billing Document. Please hold...
```

EDIT FMS ACCOUNTING ELEMENTS

This option is used to edit the accounting line information on rejected FMS Billing Documents. Once the edit is made, the FMS Billing Document is re-translated.

```
Select FMS Regeneration Menu Option: EDIT FMS Accounting Elements
Select BILL NUMBER: 000-4K0005D    VENDOR    04-29-94    SAM'S SUPPLY STORE
ACTIVE  $25.00

=============================================================================
```

```
          BILL # : 000-4K0005D                DEBTOR : SAM'S SUPPLY STORE

   FISCAL YEAR              FUND (APPROPRIATION)            ORIGINAL AMOUNT
       94                        0151A1                              50.00
   ==========================================================================
                           ***   REFUND   ***

   CONTROL POINT : 301
   BUDGET OBJECT : 2660                      COST CENTER  : 800100
           SUB :                                   SUB : 00
   ==========================================================================
                        ***   REIMBURSEMENT  ***

   REVENUE SOURCE :                                 SUB :

   Select one of the following:

           1            REFUND
           2            REIMBURSEMENT

   BILL TYPE: REIMBURSEMENT// 1  REFUND
   CONTROL POINT: 301// 101
    101 LAB TESTING 101//
   SAT STATION:
   COST CENTER: 800100//
   BOC (SUB ACCOUNT): 2660// 2696 LAB TEST BOC
   Building FMS Billing Document. Please hold...
```

MODIFIED BILLING DOCUMENT REGENERATION

This option regenerates and re-transmits a modified billing document that has been rejected in Austin, The initial prompt requires a *transaction number but will accept a bill number*. (See reject list from FMS that is printed daily at your site.)

```
Select FMS Regeneration Menu Option:  Modified Billing Document Regeneration
Select A/R TRANSACTION NUMBER: 136      000-K400025      08-26-94      INCREASE
 ADJUSTMENT      CALM CODE: NOT DONE
This will RESEND the selected Billing Document to FMS.
Are you sure? NO// YES

Creating FMS Modified Billing Document...
Document #43 Created.
```

NATIONAL DATA BASE DOCUMENT REGENERATION

This option is used to regenerate and re-transmits National Data Base Documents that have been rejected by FMS.

```
Select FMS Regeneration Menu Option: NATional Data Base Document Regeneration
Select NDB Document to Retransmit: ??
CHOOSE FROM:
   27      SUMMARY VOUCHER      07-06-94     REJECTED     NDB0630SV5014
   30      WRITE-OFF SUMMARY    07-06-94     REJECTED      NDB0630WR5014

Select NDB Document to Retransmit: 27          SUMMARY VOUCHER     07-06-94
REJECTED      NDB0630SV5014
Code Sheet Retransmitted
```

OVERPAYMENT (OP) DOCUMENT REGENERATION

This option will allow a user to regenerate and re-transmits a rejected OP Document. It will only allow the re-transmission of an OP document that has actually been refunded in the AR package and has been rejected by FMS. The initial prompt requires a *bill number*. (See reject list from FMS that is printed daily at your site.)

```
Select FMS Regeneration Menu Option:  Overpayment (OP) Document Retransmit
Select ACCOUNTS RECEIVABLE BILL NO.: 000-K400044      PREPAYMENT     05-20-94
    FOUR,PATIENT      REFUNDED  $0.00

Creating an FMS Overcollection Payment Voucher . . .
```

REGENERATE FMS CASH RECEIPT DOCUMENT

This option is to re-create and re-transmit the Cash Receipt Documents.

```
Select FMS Regeneration Menu Option: REG
RECEIPT #:    88888888      ONE,TEST     09-22-94     CASH PAYMENT
Is this the correct RECEIPT to regenerate? y  YES
Cash Receipt Document/s were REGENERATED and sent to FMS!!!
```

REMOVE INVALID SUB BOC

This option is used to remove an invalid Sub Budget Object Code (BOC). *For salary receivables only.*

```
Select FMS Regeneration Menu Option: REMOve invalid SUB BOC
Select ACCOUNTS RECEIVABLE BILL NO.:   000-K400044   PREPAYMENT    05-20-94
ARpatient,one         REFUNDED  $0.00
SUB BOC removed.
```

WRITE-OFF DOCUMENT REGENERATION

This option is used to regenerate and re-transmits a rejected FMS Write-Off Document. The initial prompt requires a *transaction number*. (See reject list from FMS that is printed daily at your site.)

```
Select FMS Regeneration Menu Option:  Write-Off Document Regeneration
Select A/R TRANSACTION NUMBER: 30      000-4K00082     05-06-94     INCREASE
ADJUSTMENT        CALM CODE: DONE
This will RESEND the selected Billing Document to FMS.
Are you sure? NO// YES

Creating FMS Write-Off Document...
Document #43 Created.
```

FULL ACCOUNT PROFILE

This option displays all *non-outstanding* and *outstanding* bills and payments for a given account. This means bills with any status. The profile groups bills by their status and includes a total balance of all bills with that status. The option also allows you to view a bill and any of its associated transactions.

This profile is helpful when quickly searching a patient's account for bills and viewing transactions. After viewing the profile, the system will prompt for a transaction that appears on the profile. Simply enter the number of the transaction and view a descriptive profile for that transaction. Payments that appear in the profile indicate that they are applied to the account but haven't been posted against a bill. Once their respective receipt is approved, those payments will be applied to outstanding bills or a prepayment bill.

Bills that have been referred to Cross-Servicing will display an "x" symbol to the left of the station number (within the bill number) to indicate any bills that have been referred to Cross-Servicing. A "y" indicator will permanently display on the bill number for healthcare debts that are referred to debt collection once the debt is returned from collection.

This option also displays detailed comments of events/transactions on healthcare debts referred for debt collection.

```
===============   A c c o u n t   P r o f i l e   ==================

ARpatient,one     (000-11-1111)              Statement Day: 8
101 TEST ROAD                                Last Statement: N/A
ORLANDO, FL  43434                             Amount Owed: 2.00
Phone #: N/A                                 RX Copay Exempt: YES

#  Bill #      Est      Type     Paid     Prin     Int     Adm   Balance
```

```
-------------------------- COLLECTED/CLOSED (0.00) ----------------------
1   000-K400141 08/31/92   RX CO-P   54.50    0.00     0.00    0.00    0.00
2   000-K400151 09/01/92   RX CO-P   68.00    0.00     0.00    0.00    0.00
3   000-K401311 07/21/93   RX CO-P    2.00    0.00     0.00    0.00    0.00
----------------------------- CANCELLATION (0.00) -----------------------
4   000-K400201 11/18/92   PREPAYM    0.00   -0.00     0.00    0.00   -0.00
------------------------------- OPEN (2.00) -----------------------------
5   000-K401881 10/22/93   RX CO-P   48.00    2.00     0.00    0.00    2.00
----------------------------- REFUNDED (0.00) ---------------------------
6   000-K400041 08/20/92   PREPAYM    0.00   -0.00     0.00    0.00   -0.00
7   000-K400292 12/15/92   PREPAYM    0.00   -0.00     0.00    0.00   -0.00
8   000-K400493 12/17/92   PREPAYM    0.00   -0.00     0.00    0.00   -0.00
-------------------------- BILL INCOMPLETE (0.00) -----------------------

Select 1-8 or return to continue: 2


==============  A c c o u n t   P r o f i l e   ==================
ARpatient,one      (000-11-1111)                   Statement Day: 8
101 TEST ROAD                                   Last Statement: N/A
ORLANDO, FL  43434                                Amount Owed: 2.00
Phone #: N/A                                   RX Copay Exempt: NO
Bill #: 000-K400151

#       Tr #      Type                              Date        Amount
-----------------------------------------------------------------------
                  Original Amount                 09/01/92        0.00
1       65        INCREASE ADJUSTMENT             09/01/92        4.50
2       66        INCREASE ADJUSTMENT             07/01/92       50.00
3       67        INCREASE ADJUSTMENT             06/05/92       44.50
4       87        PAYMENT (IN PART)               09/03/92        3.00
5       195       PAYMENT (IN PART)               11/12/92       45.00
6       208       INCREASE ADJUSTMENT             12/01/92        2.00
7(I)    209       PAYMENT (IN PART)               12/01/92       10.00
8       218       DECREASE ADJUSTMENT             12/03/92        2.00
9       234       DECREASE ADJUSTMENT             12/22/92        0.01

Select 1-9 or 'P' to Print or return to continue:
```

PATIENT PAYMENT/REFUND TRANSACTION HISTORY INQUIRY

This option lists a history of payment/refund transactions for a patient and a given date range. Use this report to respond to patient questions concerning their payments or refunds. It will provide information about the amount applied towards fees, charges, and services.

When the system prompts for the beginning date, the default response is the last statement date if it exists or T-30 if the last statement date does not exit.

```
              Patient Payment History Report                    Page 1
              ------------------------------

           For Patient: ARpatient,one
                 SSN : 000111111
             For dates: Sep 22, 1994-Oct 22, 1994

   DATE OF
PAYMENT/REFUND  BILL #   REFUND RECEIPT # AMOUNT   PRIN.   INT.    ADMIN.
```

```
---------------------------------------------------------------------
Oct 22, 1994   000-K401883   CHECK001   15.00   15.00   0.00   0.00
Oct 22, 1994   000-K401883   CHECK001   20.00   20.00   0.00   0.00
Oct 22, 1994   000-K401883   IRSPAY01    3.00    3.00   0.00   0.00
Oct 22, 1994   000-K401883   PLASTIC01  10.00   10.00   0.00   0.00

                           Total Principal Paid:     48.00
                           Total Interest Paid:       0.00
                              Total Admin Paid:       0.00
                                   Total Paid:       48.00
                                 Total Refund:        0.00
```

PAYMENTS POSTED FROM PREPAYMENT

This option lists, by date selected, the AR transactions that are decreases from prepayment bills and their corresponding Accounts Receivable transactions that are either payments in full or payments in part. Two types of error messages will be displayed based on the following conditions:

- If the corresponding transaction is not found

- If the decrease transaction and the payment transaction do not balance

This is often used to identify monies that should be transferred from one appropriation to another, such as an MCCR appropriation to a non-MCCR appropriation. An asterisk (*) will appear beside any transaction that should be transferred.

```
Background Payment Posting from Prepayment Receivables Page 1  22-OCT-93
         Reporting period: AUG 23,1994 thru OCT 22,1994

=================================================================================
Tran.      Tran.      Tran.          Tran.     Corresponding   Patient       Bill
Date       No.        Type           Amount    Tran. No.       Name          No.

09/17/94   1127       DECREASE       $10.00     1126      ARpatient,one   000-K400554
09/17/94   1126       PAYMNT (FULL)  $10.00     1127      ARpatient,one   000-K400605
09/17/94   1130       DECREASE       $76.45     1129      ARpatient,one   000-K400554
09/17/94   1129       PAYMNT (PART)  $76.45     1130      ARpatient,one   000-K400605

* - Include the payment amount on a 928.23
```

PRINT 215 REPORT

This option prints a 215 Report for a given receipt number entered by the user. This report shows, in order of appropriation, how payments included in the receipt were posted during the automatic batch posting of payments process. Additionally, it identifies errors that took place during the posting process, as well as any payments that were made without an appropriation.

Since every cashier receipt contains a 215 Report, select this option and enter the receipt number for the 215 Report you wish to view. You may also select the type of report, accrued or detailed. A detailed report will show the debtor name along with charges applied (interest, court cost, admin. charge, marshal fee) for each bill.

Use this option when reconciling the Agent Cashier AR listings with each accounting document.

```
Select AR - Accounts Receivable Menu Option: print 215 Report
RECEIPT #: check001      ONE,TEST   10-21-93     CHECK/MO PAYMENT
Select one of the following:

        A            ACCRUED
        D            DETAILED

ACCRUED OR DETAILED REPORT: ACCRUED// DETAILED

DEVICE:<ret>   VIRTUAL     RIGHT MARGIN: 80//<ret>

Pg. 1                                           OCT 22,1994@21:44:08
***************************** 215 REPORT ******************************
RECEIPT #: CHECK001
---------------------------------------------------------------------
Appropriation: 36X5014

    1)   000-K400081              19.01    DEBTOR: ARpatient,one
         INT:       0.08 ADMIN:     0.91 MARS:      0.00 CC:       0.00
    2)   000-K401881              35.00    DEBTOR: TWO,TEST PATIENT
         INT:       0.00 ADMIN:     0.00 MARS:      0.00 CC:       0.00
                              ----------
                                54.51

    INTEREST: (APP:36X1435)     0.08
    ADMIN: (APP:36 3220)        0.91
    MARSHALL:                   0.00
    COURT COSTS:                0.00
                              ----------
                                0.99
PREPAYMENTS:

ERRORS:

TOTALS:

    TOTAL AMOUNT POSTED:              55.00

    TOTAL UNAPPLIED AMOUNT:           0.00
```

PROFILE OF ACCOUNTS RECEIVABLE

This option prints a report of all information and activities or events that have occurred against any account. You may view these accounts by entering the debtor name, bill number or PAT number. If the debtor is a patient, you may enter the social security number.

Use this option to obtain information for veteran or third party inquires. Also, it can be used to accumulate information for submitting delinquent debts to District Counsel.

```
OCT 22,1994  16:11 ACCOUNTS RECEIVABLE PROFILE
========================================================================
NAME: ARpatient,one                          BILL #: 000-K400144

101 TEST ROAD                           SOC.SEC.NO.:  000-11-1111
ORLANDO, FL  43434                      DATE OF BIRTH:  03-04-34
PHONE NO.:                              DATE POSTED: AUG 31,1992 17:45:58

CURRENT STATUS: COLLECTED/CLOSED       CATEGORY: RX CO-PAYMENT/NSC VET
GL #:                                  DATE BILL PREPARED: AUG 31,1992

INTEREST EFFECTIVE RATE DATE:  JUL 1,1991   ANNUAL INTEREST RATE:  .085
ADMIN EFFECTIVE RATE DATE:     JUL 1,1991   MONTHLY ADMIN RATE: .91

ORIGINAL AMOUNT: 0.00

FISCAL YEAR    APPROP. CODE          PAT REFERENCE #       AMOUNT
 ----------    ------------          --------------       ------
     92                                                      0.00
BALANCES     PAID         LETTER1/ICD:
PRINCIPAL:                0.00          54.50      LETTER2:
INTEREST:                 0.00           0.00      LETTER3:
ADMINISTRATIVE:           0.00           0.00      IRS LETTER:
                                                   DC/DOJ REF.DATE:
CURRENT:                  0.00          54.50

TRANSACTIONS:
   62      1              INCREASE ADJUSTMENT       08/31/92     50.00
   63      2              INCREASE ADJUSTMENT       08/26/92      4.50
   79      B2222222       PAYMENT (IN PART)         08/31/92      2.00
   80      B2222222       PAYMENT (IN PART)         08/31/92      5.00
   86      B3333333       PAYMENT (IN FULL)         09/03/92     47.00

BILL RESULTING FROM:   UNEARNED MD/DD BONUS

Statement date: NOV 8,1994
OTHER BILLS:
  000-K400014 (PREP/REFU)  000-K400115 (RX C/COLL)  000-K400420 (PREP/CANC)
  000-K400229 (PREP/REFU)  000-K400429 (PREP/REFU)  000-K400461 (VEND/PEND)
  000-K400172 (CURR/BILL)  000-K401131 (RX C/COLL)  000-K401436 (EX-E/PEND)
  000-K401828 (RX C/OPEN)
```

STATUS LISTING FOR BILLS

This option lists all bills with a given status. This report will contain the bill's number, date, category, debtor, and balance. In addition, a summary will appear at the end of the report which will show the total number of bills with this status and the total balance of all bills with this status. To view this report, enter the status name at the system prompt. Common statuses searched for by Accounting Technicians are New Bill, and Refund Review; however, Accounting Technicians have the ability to get any status listing that would fulfill their needs.

If Suspended bill status is chosen, the user can choose one or more Suspended Types to display on the report. The report will be sorted by Suspended Type

The following tables shows a list of all valid Bill Statuses and Suspended Types.

Suspended Types	
0	NON-COPAY SUSPENSION
1	INITIAL CO-PAY WAIVER
2	APPEAL CO-PAY WAIVER
3	ADMINISTRATIVE SUSPENSION
4	COMPROMISE
5	TERMINATION
6	BANKRUPTCY CHAP 7
7	BANKRUPTCY CHAP 13
8	BANKRUPTCY OTHER
9	PROBATE
10	CHOICE
11	DISPUTE
12	NONE

Bill Statuses	
ACTIVE	OLD BILL
ADD (AMEND)	OPEN
AMEND	PENDING APPROVAL
AMENDED BILL	PENDING ARCHIVE
ARCHIVED	RE-ESTABLISH
BILL INCOMPLETE	**REFUND REVIEW**
CANCELLATION	REFUNDED
CANCELED BILL	RETURNED FOR AMENDMENT
COLLECTED/CLOSED	RETURNED FROM AR (NEW)
DELETE (AMEND)	SUSPENDED
IN-ACTIVE	SUSPENSE
INCOMPLETE	WRITE-OFF
NEW BILL	

```
Select OPTION NAME: status listing for bills  PRCAL STATUS LIST    Status
Listi
ng For Bills
Status Listing For Bills

Enter the beginning DATE : FIRST//
Enter the ending DATE : LAST//
STATUS: ALL// susp
     1    SUSPENDED
     2    SUSPENSE
CHOOSE 1-2: 1   SUSPENDED

Choose from SUSPENDED TYPE:

   0 - NON-COPAY SUSPENSION
   1 - INITIAL CO-PAY WAIVER
   2 - APPEAL CO-PAY WAIVER
   3 - ADMINISTRATIVE SUSPENSION
   4 - COMPROMISE
   5 - TERMINATION
   6 - BANKRUPTCY CHAP 7
   7 - BANKRUPTCY CHAP 13
   8 - BANKRUPTCY OTHER
   9 - PROBATE
   10 - CHOICE
   11 - DISPUTE
   12 - NONE
   13 - ALL OF THE ABOVE

Select:  (0-13): 13//

You have selected

    13 - ALL OF THE ABOVE

Are you sure? NO// y  YES
STATUS:
Report should be QUEUED it could take some time to run!
DEVICE: HOME// 0;132;66  HOME  (CRT)


BILL STATUS LISTING REPORT              JUL 11,2017@09:36:02        1
Sort Criteria for Date Last Updated Range: First to Last
Date Last
 Updated        Bill no.      Category            Debtor        Balance
--------------------------------------------------------------------------
---------------------------------------------------------
```

```
        Status: SUSPENDED

                              Suspend Type: NON-COPAY SUSPENSION

NOV 26,2008     442-K9008Y9    RX CO-PAYMENT    SIGRIST,DOYLE H       32.00
NOV 26,2008     442-K900D2Z    C (MEANS TEST    SIGRIST,DOYLE H       15.00
APR 10,2009     442-K9015CQ    RX CO-PAYMENT    TRIPLETTE,PHIL        72.00
APR 10,2009     442-K9015KY    RX CO-PAYMENT    TRIPLETTE,PHIL        48.00
APR 21,2009     442-K90151U    RX CO-PAYMENT    RATHBONE,DERICK       96.00
APR 21,2009     442-K901ECC    RX CO-PAYMENT    RATHBONE,DERICK        8.00
MAY 18,2009     442-K901QQ9    RX CO-PAYMENT    FORKEY,DIEGO FR       24.00
AUG 13,2009     442-K9024TM    RX CO-PAYMENT    LAMBKA,KRIS           24.00
AUG 13,2009     442-K9026IC    RX CO-PAYMENT    LAMBKA,KRIS           32.00
NOV 17,2009     442-K0002M6    RX CO-PAYMENT    LIBBEY,SANTOS M       24.00
NOV 17,2009     442-K0005FZ    C (MEANS TEST    LIBBEY,SANTOS M       15.00
NOV 17,2009     442-K0009EL    C (MEANS TEST    LIBBEY,SANTOS M       50.00
NOV 17,2009     442-K000A77    RX CO-PAYMENT    LIBBEY,SANTOS M       48.00
JAN 5,2010      442-K000GBG    RX CO-PAYMENT    TABATT,BILLIE J       40.00
JAN 5,2010      442-K000M47    RX CO-PAYMENT    TABATT,BILLIE J        8.00
JUL 21,2010     442-K001RT1    RX CO-PAYMENT    BOHNERT,SON B        128.20
JUL 21,2010     442-K001XVX    RX CO-PAYMENT    BOHNERT,SON B        192.00
JUL 21,2010     442-K0027MH    RX CO-PAYMENT    BOHNERT,SON B         87.00
DEC 7,2010      442-K100B6H    RX CO-PAYMENT    CHAMPY,JAN D          24.00
MAR 8,2011      442-K100MLP    C (MEANS TEST    DEVOLL,STERLING      689.96
MAR 8,2011      442-K100PCA    C (MEANS TEST    DEVOLL,STERLING       65.00
MAR 8,2011      442-K100PM2    RX CO-PAYMENT    DEVOLL,STERLING       63.00
DEC 15,2016     442-K10000N    RX CO-PAYMENT    HALBERSTAM,CORN       56.19
MAR 9,2017      442-K1013BT    RX CO-PAYMENT    WEETER,VANCE LE       16.00
MAY 25,2017     442-K0003LX    EMERGENCY/HUM    CHOCK,JACLYN          17.83
MAY 25,2017     442-K0021Z9    C (MEANS TEST    ACKIES,QUENTIN        15.08
```

MAY 25, 2017   442-K900J70   WORKMAN'S COM DEPT OF LABOR O   4094.47

TRANSACTION PROFILE

This option is used to view or print all information associated with a single transaction.

If a "?" or "??" is entered at the prompt to enter a bill or transaction number, a list of all transactions is generated. A nice feature about this listing is that it will display a summary of the bill number for the transaction, the transaction date, and the type of transaction. At the end of this list, enter the appropriate transaction number and all information for this transaction will be printed.

This option is often used in conjunction with the Profile of Accounts Receivable option. Transactions that appear on that profile can be viewed using the Transaction Profile option. To generate a profile, enter the bill number at the system prompt.

NOTE: This option will not generate a listing for a "new" bill. New bills must be audited in order to see a profile.

```
Select Agent Cashier Option: TRANSACTION Profile

ENTER AR TRANSACTION NO. OR BILL NO.: 000-K300134     RX CO-PAYMENT/NSC VET
    08-31-92     ARpatient,one              COLLECTED/CLOSED   $0.00
      1      62         000-K400134      08-31-92      INCREASE ADJUSTMENT
      2      63         000-K400134      08-26-92      INCREASE ADJUSTMENT
      3      79         000-K400134      08-31-92      PAYMENT (IN PART)
      4      80         000-K400134      08-31-92      PAYMENT (IN PART)
      5      86         000-K400134      09-03-92      PAYMENT (IN FULL)
CHOOSE 1-5: 1   62
Do you want to queue this output ? NO//<ret>    (NO)
DEVICE:<ret>  VIRTUAL     RIGHT MARGIN: 80//<ret>




                         TRANSACTION PROFILE
===============================================================================
ACCOUNT: ARpatient,one                     SSN:   000111111
TRANS. NO: 62                        BILL NO:      000-K400134
TRANS. DATE:     AUG 31,1992     TRANS. TYPE:   INCREASE ADJUSTMENT

TRANS. AMOUNT: $50.00                DATE POSTED: AUG 31,1992 17:45:58

ADJUSTMENT #:   1

FISCAL YEAR       PAT REFERENCE #      PRINCIPAL AMOUNT      FY TRANS. AMOUNT
-----------       -------------        ----------------      --------------
     92                                     50.00                 50.00

Brief Comment:                                Follow-up Date:
COMMENTS:
RECEIPT #:
PROCESSED BY:    TEST,ONE
===============================================================================
```